CLOSURE\_REASON - Employees give a closure status and then enter text indicating findings or work done to close a given case.

#### Closure status:

- Noted Case is noted by employee and closed.
- Resolved Case work completed or issue has been addressed and the given case has been closed
- NOACC "No Access" Employee could not access issue or problem area.
- TFA "Tenant Failed Apt" caller was not home at the time employee's tried to resolve case
- Closed Case is closed. Comments indicate work done in order to close.
- PERMIS Permit issued
- NOBASE "No basis" Employee found no basis for issue or caller claims
- o CORR "Corrected" Issue has been corrected.
- ROA "Refer to other agency" case referred to other agency for completion
- Internal Case Employee generated case
- Case Invalid Indicates an error or lack of information needed to complete case
- Duplicate of Existing Case Duplicate of case already within system
- o TICKET Ticket issued
- VIOCOR "Violation Corrected"
- Scheduled Work has been scheduled to complete case (often refers to 'bulk item pickup')
- VIOISS Violation filed
- NOVIO "No Violation" violation not found
- o Bulk Item Automation Bulk item pickup has been scheduled
- o CORR Corrected
- Case Noted Administratively Closed ?

CASE\_TITLE - Title given to a case. Most titles are self-evident. This field is entered by call takers on a call-by-call basis.

# Examples:

- o Schedule a Bulk Item Pickup
- o Graffiti
- Sidewalk repair
- Lighting out
- Alert Boston
- Animal (found/lost/noise)

SUBJECT - Part of a case classification hierarchy (SUBJECT > REASON > TYPE) Subhect denotes which department a case is assigned to:

### Potential Values:

- Public Works Department
- o Transportation Traffic Division
- Mayor's 24 Hour Hotline
- Inspectional Services
- Property Management
- o Parks & Recreation Department
- o Boston Water & Sewer Commission
- o Boston Public School
- o Civil Rights
- Animal Control
- Neighborhood Services
- Boston Police Department
- City Hall Truck
- Disability Department
- Women's Commission
- Consumer Affairs & Licensing
- Veterans
- Youthline

REASON - Part of a case classification hierarchy (SUBJECT > REASON > TYPE). This is an overall 'umbrella' for a collection of similar case types.

### Potential Values:

- Street Lights
- Sanitation
- Signs & Signals
- Highway Maintenance
- Notification
- Street Cleaning
- Code Enforcement
- Recycling
- o Environmental Services
- o Graffiti
- Building
- Employee & General Comments
- Enforcement & Abandoned Vehicles

- Housing
- o Trees
- Health
- Weights and Measures
- Park Maintenance & Safety
- Abandoned Bicycle
- o Administrative & General Requests
- Operations
- o Traffic Management & Engineering
- Cemetery
- Office of The Parking Clerk
- Volunteer & Corporate Groups
- o Bridge Maintenance
- Valet
- Alert Boston
- Parking Complaints
- o Programs
- Current Events
- Catchbasin
- Water Issues
- Fire Hydrant
- School Transportation
- School Department
- o Sidewalk Cover / Manhole
- o Billing
- o MBTA
- Pothole
- General Request
- Fire Department
- Survey
- Animal Issues
- Neighborhood Services Issues
- o Generic Noise Disturbance
- Massport
- Noise Disturbance
- Air Pollution Control
- Administration
- Administrative
- Disability
- o Metrolist
- Call Inquiry
- Consumer Affairs Issues
- o Call Center Intake

- Investigations and Enforcement
- o Boston Bikes
- Participatory Budgeting Idea Collection

TYPE - Part of a case classification hierarchy (SUBJECT > REASON > TYPE). Individual case type entered by call taker.

## Examples:

- blocking street
- o BTDT: Complaint
- o Bus No Show
- o BWSC Pothole
- o Graffiti: Ward 1 0106 Profane Text
- o Ground Maintenance: Little Scobie Playground
- o Missed "Yard Waste" Trash: District 06
- o Park Maintenance: Boston Common
- Return recycling cart
- School Facility Issues
- Scale Not Visible

QUEUE - Queue a case is assigned to. There are multiple queues within many departments which reflect the nature of the case.

### Examples:

- PWDx\_Street Light Outages
- BTDT\_Engineering\_New Sign and Pavement Marking
- o PWDx District 03: North Dorchester
- o INFO09\_Current Events
- ISD\_Code Enforcement (INTERNAL)
- PWDx\_Missed Trash\Recycling\Yard Waste\Bulk Item
- o PARK Tree Emergencies
- o PROP\_GRAF\_GraffitiRemoval
- DISB\_General\_Request
- No Queue Assigned To User
- o BWSC Pothole
- INFO05\_Alert Boston
- BPS\_Transportation Administration
- o DISB HP Sign
- o INFO03\_Mobile "Other" Requests
- HS\_OCR Metrolist Survey
- HS\_Youthline\_General\_Idea\_Review

Department - Department a case is assigned to. This value is derived from the first 4 digits of the queue column. For departmental information or descriptions see cityofboston.gov

### Values:

- PWDx Public Works
- BTDT Transportation Department
- INFO Information Channel (Not a department)
- ISD Inspectional Services
- o PARK Parks
- o PROP Property Management
- o BWSC Water and Sewer Commission
- o DISB Disability Commission
- No Q No queue assigned (Not a department)
- o BPS Boston Public Schools
- o HS\_O Housing Office of Civil Rights
- o ANML Animal Control
- o HS D Disabilities/ADA
- o CHT City Hall Truck
- HS W Women's Commission
- HS\_V Veterans Call log
- o HS Y Youthline

fire\_district - BFD fire district case is within. There are 2 divisions and 9 districts. Division 1 is comprised of Districts 1, 3 (includes old district 2), 4, 6, and 11. Division 2 is comprised of Districts 7, 8, 9, and 12.

## Potential Values:

- Division 1:
  - o 1 East Boston
  - o 3 Beacon Hill, West End, North End, Charlestown
  - 4 Back Bay, South End
  - o 6 South Boston, Downtown
  - o 11 Allston, Brighton
- Division 2:
  - o 7 Dorchester, Roxbury
  - o 8 Dorchester, Boston Harbor (Moon Island, Long Island)
  - o 9 Roxbury, Jamaica Plain
  - 12 Roslindale, Hyde Park, West Roxbury

pwd district - Public Works district tied to a case.

- District 1 Boston Proper and Charlestown
- District 2 Jamaica Plain
- District 3 North Dorchester

- District 4 Brighton
- District 5 South Boston
- District 6 West Roxbury
- District 7 South Dorchester
- District 8 Hyde Park
- District 9 East Boston
- District 10 Roxbury

city\_council\_district - City Council district a case falls within:

Map available at: http://bit.ly/1AbleJA

- o District 1 Charlestown, East Boston, North End (Sal LaMattina)
- District 2 Downtown, South Boston, South End (Bill Linehan)
- District 3 Dorchester (Frank Baker)
- District 4 Mattapan (Charles Yancey)
- District 5 Hyde Park, Roslindale (Timothy McCarthy)
- District 6 Jamaica Plain, West Roxbury (Matt O'Malley)
- District 7 Roxbury (Tito Jackson)
- District 8 Back Bay, Beacon Hill, Fenway / Kenmore, Mission Hill, West End (Josh Zakim)
- District 9 Allston / Brighton (Mark Ciommo)

police district - Police district a case falls within

- A-1 & A-15 Downtown and Charlestown
- A-7 East Boston
- o B-2 Roxbury
- o B-3 Mattapan
- o C-6 South Boston
- o C-11 Dorchester
- o D-4 South End
- o D-14 Brighton
- E-5 West Roxbury
- o E-13 Jamaica Plain
- o E-18 Hyde Park

neighborhood - Neighborhood relayed by caller and entered by call taker. There are redundancies and missing values within this field.

- Allston
- Allston / Brighton
- Back Bay
- Beacon Hill
- Boston

- Brighton
- Charlestown
- Chestnut Hill
- Dorchester
- Downtown / Financial District
- East Boston
- Fenway / Kenmore / Audubon Circle / Longwood
- Greater Mattapan
- Hyde Park
- Jamaica Plain
- Mattapan
- Mission Hill
- Roslindale
- Roxbury
- South Boston
- South Boston / South Boston Waterfront
- South End
- West Roxbury

neighborhood\_services\_district - districts under the Office of Neighborhood Services, a City of Boston office that "...encourages, facilitates and maximizes citizen input and participation in all aspects of government through service requests, neighborhood meetings, mailings, and emergency responses."

- 0
- 0 1
- o **2**
- 0 3
- 0 4
- o 5
- o 6
- o 7
- 0 8
- 0 9
- o 10
- 11
- 0 11
- o **12**
- o 13
- 0 14
- 0 15

ward - Election ward a case falls within

# See: http://bit.ly/1BAMRTw

precinct - Election precinct a case falls within

see: ward map (<a href="http://bit.ly/1BAMRTw">http://bit.ly/1BAMRTw</a>)

land\_usage - Usage allowed for a given parcel of land. See: <a href="http://bit.ly/1EuKvoC">http://bit.ly/1EuKvoC</a>

- o R1 Residential 1 Family
- o R2 Residential 2 Family
- o R3 Residential 3 Family
- o R4 Residential 4-6 Units
- o A Residential 7 or more Units
- o RL Residential Lot
- o CD Condominium
- o CC Commercial Condominium
- o CM Condo Main (bldg. broken into condo units)
- o C Commercial
- o RC Mixed Residential Commercial
- o CL Commercial Land
- o CP Condo Parking
- o I Industrial
- o E Exempt
- o EA Exempt (Chapter 121A)

# LOCATION\_ZIPCODE - Zip code a case falls within

02026

02108

02109

02110

02111

02113

02114

02115

02116

02118

02119